

Call to Order

The meeting was called to order at 8:00 a.m. in the 2nd floor Conference Room at the Town Offices. Present were: Chairman John Fenton, Vice-Chairman T. Bradley Duffin, Marlene Hoyt, Holly Nahabedian, David Pierre, and Mike Sewall; also present were: Senior Planner Lisa Schwarz, Town Manager Andrew Flanagan, and Selectman Alex Vispoli.

Minutes

On a motion by Mr. Duffin seconded by Ms. Hoyt, the Council voted to approve the December 17th minutes by a unanimous vote.

Review of Fast Food Bylaw

There was discussion about the Draft Article which was distributed: *Amend Zoning Bylaw – Section 10.0 Definition*, which is proposed to streamline the lengthy permitting process for restaurants. Specifically, a change in the definition from “fast-food” to “limited service” as well as a change to the Table of Use Regulations in the Greater Business (GB) and Mixed Use (MU) districts as reflected on the handout is proposed. A suggestion was made to also illustrate *Restaurant, drive-in*, on the Use Regulations Table to ensure understanding that no changes are being proposed there.

Mr. Duffin moved and Ms. Nahabedian seconded that the EDC fully and completely support the Warrant Article as described above. The motion passed unanimously.

Parking Assessment Final Draft and Next Steps

The sub-committee has reviewed the Downtown Parking Study Draft and a link will be sent to all EDC members for review. Comments are requested to be made by January 15th. The Board of Selectmen will vote on moving forward and, if so, will need to appoint a Task Force to review the recommendations and begin implementing the approved changes.

Project Updates

Website: A Website Development Timeline handout was distributed and reviewed. The new site will have many opportunities for customization at the departmental level. Mr. Flanagan expressed his desire to survey the community to determine what they want to see on the website. There was discussion about including specific information such as: where and when are meetings, how to conduct business in Andover, contact information about the Town which will be useful for residents and/or non-residents, a “How do I?” section, list of amenities, an illustration representing the Town culture, as some examples.

Pfizer: Mr. Fenton and Ms. Schwarz will work on creating a one-page template in order to provide information to the Planning Board about the economic benefits in support of approval of Pfizer’s expansion for which they have applied. Their hope is to get corporate approval to expand in Andover. A Pfizer representative may be invited to an EDC meeting to explain the parameters of the project and how it will benefit the Town. The template can be used for future projects as well and will include information about tax revenues, jobs, impact on schools, as examples.

Regional Economic Development Discussion

There was discussion about the Lawrence Cinema closing and what opportunities it might provide for Andover. Perhaps there will be a community building opportunity, but it appears to be a Regional issue and not something for EDC at this time.

2016 Economic Goals

It was decided to formally invite Town Manager Andrew Flanagan to an EDC meeting to outline his priorities for the Town and see where the EDC can support future projects. Revitalizing the Town Yard will be a priority.

Discussion continued about formulating strategies/vision for projects that EDC wants to work on for the Town moving forward.

Adjournment

The meeting was adjourned at 9:20 a.m.

Documents: Draft Article: *Amend Zoning Bylaw – Section 10.0 Definitions*
Website Development Timeline handout